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OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

Internal Audit Section

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May 13, 2005

Ms. Julie Hess, Director
Autonomous Case Management of St. Louis, Inc.
2165 Hampton
St. Louis, MO 63139

RE: Fiscal Monitoring Report of Autonomous Case Management of St. Louis,
Inc. (2005-SLA16)

Dear Ms. Hess:

Enclosed is a report of our fiscal monitoring review of Autonomous Case Management of St. Louis, Inc. contract with the Department of Human Services (Contract #48990) for the period July 1, 2004 through March 31, 2005. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Autonomous Case Management of St. Louis, INC. Our fieldwork was substantially completed on April 12, 2005.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and through an agreement with the Department of Human Services to provide fiscal monitoring to all grant sub-recipients. If you have any questions, please contact Dwayne Crandall at 613-7257.

Sincerely,

Mohammad H. Adil, CPA
Internal Audit Manager

Enclosure

cc Honorable Darlene Green, Comptroller
Patrick Brennan, Accounting Manager, Department of Human Services



CITY OF ST. LOUIS

*DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)*

*AUTONOMOUS CASE MANAGEMENT OF ST. LOUIS, INC.
DOCUMENT #48990*

FISCAL MONITORING REVIEW

JULY 1, 2004 THROUGH MARCH 31, 2005

PROJECT #2005-SLA16

DATE ISSUED: MAY 13, 2005

*Prepared by:
The Internal Audit Section*



OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
AUTONOMOUS CASE MANAGEMENT OF ST. LOUIS, INC.
FISCAL MONITORING REVIEW
JULY 1, 2004 THROUGH MARCH 31, 2005

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**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
AUTONOMOUS CASE MANAGEMENT OF ST. LOUIS, INC.
FISCAL MONITORING REVIEW
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INTRODUCTION

Background

Contract Name: Autonomous Case Management of St. Louis, Inc.

Contract Period: July 1, 2004 through June 30, 2005

Contract Amount: \$53,600

Contract Number: 48990

The funds are used to provide case management services for elderly and disabled residents of the City of St. Louis, in accordance with Title III of the Older Americans Act.

Purpose

Our purpose was to determine Autonomous Case Management of St. Louis, Inc. compliance with federal, state and local Department of Human Service (DHS) requirements for the period July 1, 2004 through March 31, 2005 and make recommendations for improvements.

Scope and Methodology

We made inquiries regarding Autonomous Case Management of St. Louis, Inc.'s internal controls relating to the grant administered by St. Louis Area Agency on Aging (SLAAA), tested evidence supporting the reports the agency submitted to SLAAA and performed other procedures considered necessary. Our fieldwork was substantially completed on April 12, 2005.

**CITY OF ST. LOUIS
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CONCLUSION AND SUMMARY OF OBSERVATIONS

Conclusion

We found no evidence to suggest that the Autonomous Case Management of St. Louis, Inc. did not fully comply with federal, state and local DHS requirements.

Status of Prior Observations

The prior fiscal monitoring review, dated December 29, 2003, noted three observations:

1. Financial Reports not always submitted timely. **Resolved.**
2. Non-Federal In-Kind not documented adequately. **Unknown. See next paragraph.***
3. Reimbursements are exceeding Agency's expenditures. **Unknown. See next paragraph.***

*We informed the DHS auditor of these items and he was to provide the information as to final resolution. Since IAS will no longer monitor the SLAAA programs, the Agency should contact DHS.

A-133 Status

We obtained a letter from the Director of the Agency, dated March 15, 2005 stating that an A-133 Audit was not required because the Agency did not expend \$500,000 or more in Federal funds for the year ended February 28, 2004.

Summary of Current Observations

We did not have any observations.